

**CITY OF INGLESIDE DEVELOPMENT CORPORATION (4B)**  
**BOARD OF DIRECTORS**  
**MINUTES**  
**REGULAR QUARTERLY MEETING**  
**OCTOBER 30, 2013**

**1. Call To Order.**

The meeting was called to order at 6:00 p.m. with Steve Diehl, President presiding. Directors present: Steve Diehl, Cynthia Wilson, Ben Tucker, Theresa Flores, and Buz Sawyer. Directors Absent: Paul Pierce. City of Ingleside staff present: City Manager Jim Gray, Asst. City Manager/Finance Director Paul Baen, and Administrative Assistant Ruby Nixon. There was one guest.

**2. Comments from the Public.**

There were no comments from the public.

**3. Review and approval of meeting minutes of July 31, 2013.**

Director Sawyer made a motion for the minutes of July 31, 2013 to be approved which was seconded by Director Wilson. The minutes were unanimously approved by all Directors present and voting.

**4. Executive Director's Report**

**a. Financial Reports QE September 30, 2013.**

Assistant City Manager/Finance Director Paul Baen provided Financial Reports for the quarter ending June 30, 2013. The Balance sheet summary reports that the current cash in bank started the year at \$393,090.34 and ending at \$481,166.60. The income summary shows year-to-date sales tax collections were at \$154,005.83 which is 118% of the \$130,000 budgeted for the year. The Expense summary shows the budget for the year with \$20,000 in Economic Development. On a year-to-date basis, expenses have been \$5,143.50.

**5. Consideration and action for the Retail Coach Project to market and recruit retail developers to Ingleside.**

City Manager Jim Gray explained the Retail Coach Project and the benefits the City of Ingleside could benefit from the project. Retail Coach will be working with staff and other data sources to gather economic data; as well as, coach the staff on how to continue collecting and using the data. Retail Coach will be making contact with restaurant businesses on our behalf.

Director Sawyer stated that the Ingleside Chamber of Commerce is supposed to recruit business to Ingleside. City Manager Jim Gray explained that the Ingleside Chamber of Commerce main focus is on business retention and tourism.

Director Sawyer made a motion for the Retail Coach Project to be approved for the funding of \$13,500 by Ingleside Development Corporation (4B) which was seconded by President Diehl. The Retail Coach Project was unanimously approved by all Directors

present and voting with the modification for City Manager Jim Gray to take this back to City Council to authorize the expenditure of the funds.

## **6. Discussion on potential future projects.**

President Diehl discusses that this will be the last meeting for this year. The purpose for Ingleside Development Corporation (4B) was to cover bonds for Ave J. These bonds are now coming close to maturity and we need to start looking towards potential future projects. President Diehl is requesting that City Manager Jim Gray keep us up-to-date on potential future projects.

City Manager Jim Gray mentions that we must always be prepared to extend utilities for future growth and development. Wildcat is one project in the works and if it passes council this following Tuesday then this will be the first group that will need water and sewer. Several projects are coming forward like three multi-family units that have been approved through council. Another possible development is with a home builder looking to build 100 homes. City Manager Jim Gray goes on to mention that another good use of the funds could be for an athletic field and there is a good possibility that we may be able to obtain the materials from Oxy. Once bonds have matured we could rest the bonds so the citizens do not feel another tax.

Director Sawyer inquired about 4B funds being used to beautify the city. Specifically the leaning poles within the city suggesting repair or underground installation. City Manager Jim Gray will look into seeing if funds can be used, however, from previous experience the city will have to come up with the funds for this type of repair and it will be costly. President Diehl mentions that there is a fantastic resource on the attorney generals website about rules on what can and cannot be done with 4B funds. President Deal believes that there is a HIPPO rule that allows 10% of funds on an annualized basis to be used towards anything such as, "Welcome to the City of Ingleside" sign.

Director Sawyer discusses the street issues between Ave J and 4<sup>th</sup> street and the need for widening. President Diehl suggests going to the City Manager with any suggestions or concerns for the City of Ingleside and let the staff confirm if said topic needs to come to this board. City Manager Jim Gray mentions that the street issues do not fall under this board.

## **7. Recommendations as to items to be placed on the next agenda.**

Director Flores and Director Wilson both requested that the Ingleside Development Corporation 4B Sales Tax Funding application have a few revisions made to it. The following changes were requested:

1. Eligible projects ~~can~~ shall be projects within the city limits of Ingleside.
2. Applications will be accepted by the ~~Director of Economic Development City Manager's Office~~ for the City of Ingleside.

It was suggested that any additional changes to the application be forwarded to the City Manager's office and any additional proposed changes will be presented at the next scheduled meeting for approval.

President Diehl requested the exact phraseology in the bylaws for holding meetings to confirm if it is quarterly or on an as needed basis. Director Flores stated that the bylaws state that the meetings can be called as needed. City Manager Jim Gray states that this will be verified.

President Diehl asked that the Council receive new member recommendations for IDC to be appointed for the Board of Directors vacancy to fill Floyd Dennis Roberts's position. Director Wilson inquired if this board can dual serve. Assistant City manager Paul Baen stated that there is a limitation on how many City Council members can be on this board.

City Manager Jim Gray reminded the Board of Directors to try and attend the Texas Economic Development Council (TEDC) training since funds are available. This year's annual conference went really well with City Manager Jim Gray and Assistant City Manager Paul Baen in attendance this year. The current training schedule will be emailed out to you for a reminder of upcoming events. Upcoming events include the Spring Conference on March 5-7, 2014 in Dallas, and the annual conference on October 1-3, 2014 in Houston.

President Diehl went on record to thank all the City staff for all their hard work for the IDC meetings noting that the staff goes over and beyond the scope of duty required.

#### **8. Adjourn**

There being no further business, the meeting was adjourned at 6:39 p.m.

**ATTEST:**

**APPROVED:**

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**Cindy Wilson, Secretary**

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**Steve Diehl, President**

City of Ingleside Development Corporation (4B)  
Board of Directors

At the October 30, 2013 the minutes of July 31, 2013 were approved. Within the July 31, 2013 minutes, agenda item number four included incorrect data that was not detected until after the minutes were approved. Please see the corrections below and the attached Resolution # 1018 wherein the terms were set to expire on May 30<sup>th</sup>.

July 31, 2013 Minutes excerpt:

4. Recognition of new directors and election of officers.

	Began	Expires
1. Teresa Flores	<del>May-12</del> June-12	<del>Apr-14</del> May-14
2. Dennis Roberts	<del>May-12</del> June-12	<del>Apr-14</del> May-14
3. Buz Sawyer	<del>May-12</del> June-12	<del>Apr-14</del> May-14
4. Paul Pierce	<del>May-12</del> June-12	<del>Apr-14</del> May-14
5. Cindy Wilson – Secretary	<del>May-13</del> June-13	May-15
6. Steve Diehl – President	<del>May-13</del> June-13	May-15
7. Ben Tucker	<del>May-13</del> June-13	May-15

At this point, we just need to recognize the correct term dates. This will be acknowledged in the minutes of today's meeting.

**COPY**

Resolution No. 1018

AMENDING THE ARTICLES OF  
INCORPORATION AND THE BY LAWS OF  
CITY OF INGLESIDE DEVELOPMENT CORPORATION

WHEREAS, the City of Ingleside Development Corporation was created by Articles of Incorporation filed in the office of the Secretary of State of the State of Texas June 29, 2000 under Charter No. 01588615,

WHEREAS, Article Ten (a) of the Articles provides for expiration of the terms of office of the 7 member Board of Directors on September 30 of each year, 3 of the 7 in odd numbered and 4 of the 7 in even numbered years,

WHEREAS, the City Council finds that it is in the best interest of the City to change the expiration dates of said terms of directors' so that all terms expire on May 30, three in odd numbered years and four in even numbered years,

THEREFORE, BE IT RESOLVED that Article Ten (a) of the Articles of Incorporation and Article III, Section 3.1(a) of the By Laws of the City of Ingleside Development Corporation shall be and are hereby amended to read as follows, deleted words and numbers being indicated by interlineations and new added words and numbers being indicated by underlining:

RESOLUTION ONE  
ARTICLES OF INCORPORATION

ARTICLE TEN  
BOARD OF DIRECTORS

(a) The affairs of the Corporation shall be managed by a board of directors which shall be composed of seven persons appointed by the Council. The terms of the ~~initial~~ board of directors shall be as follows: Three (3) of the directors shall be appointed to terms expiring ~~September 30, 2001~~ May 30, 2013 and four (4) of the directors shall be appointed to terms expiring ~~September 30, 2002~~ May 30, 2012. Thereafter, the terms of directors shall be two (2) years, expiring on ~~September 30~~ May 30 of odd numbered and even numbered years, respectively. Directors may be appointed to succeed themselves. Each director must be a resident of the City and at least three (3) directors must not be employees or officers of the City or members of the Council. Any director who is a member of the Council shall cease to be a director at the time he or she ceases to be a member of the Council, but is eligible for reappointment. A majority of the entire membership of the board, including any vacancies, is a quorum. The board shall conduct all meetings within the boundaries of the City.

Other than as shown above, Article Ten shall remain as originally set forth in the Articles of Incorporation originally filed for the City of Ingleside Development Corporation.

The City Manager is authorized and directed to take such action as is necessary to file this amendment of the Articles with the Secretary of State's office and, after said amendment has been filed and approved by the Secretary of State's

office, to take such action as is necessary to implement the changes made by said amendment.

RESOLUTION TWO

BY LAWS

ARTICLE III

Section 3.1(a)

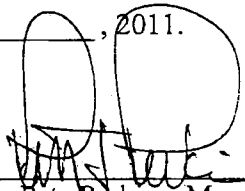
Section 3.1 Titles and Terms of Office.

(a) The officers of the Corporation shall be a president, a vice president, a secretary and a treasurer, and such other officers as the Board may from time to time elect to fill a ~~secretary and a treasurer, and such other officers as the Board may from time to time elect~~ to fill a vacancy or as appointed by the Council. One person may hold more than one office, except that the president shall not hold the office of secretary. ~~Initial officers shall serve for the terms disclosed in the Articles of Incorporation. Thereafter, Terms of office shall be for two (2) years~~ with the term of office expiring on ~~September~~ May 30 of each year. Upon the expiration of the terms, each officer shall have the right to be reappointed or reelected.

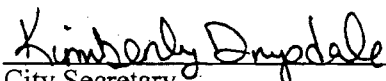
Other than as shown above, Article III shall remain as originally set forth in the By Laws originally filed for the City of Ingleside Development Corporation.

The City Manager is authorized and directed to take such action as is necessary to implement the changes in the By Laws made by the above amendment.

PASSED this 24 day of May, 2011.

  
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Hon. Pete Perkins, Mayor

ATTEST:

  
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City Secretary